

Cottonwood Heights Weekly Staff Report (June 10-16, 2018)

City Manager:

Report on Legislative Policy Committee of the Utah League of Cities and Towns.

1. There will not be a LPC meeting in July. On August 20 there will be a midyear Caucuses of Commonality report, resolutions process, and next steps. This is caucuses of cities in similar circumstances, much like the League did at the recent St. George Meetings.
2. Economic Development update was given by Robert Spendlove, Economic and Public Policy Officer for Zion's bank and a representative from district 49 of which Cottonwood Heights is a part of. His report was essentially that the economy in the state is awesome, 3rd in personal income growth, 3rd in population growth, 11th lowest unemployment and the lowest poverty rate. However, he believes the two things that will slow down our growth is inability for housing to keep up with growth and inflation that is growing faster than the national average (of which in part fueled by the housing shortage). He also spread some concern that unemployment is so low that availability of labor may become more of a problem.
3. Abby Osborne, represents the SL Chamber on housing issues went through a report commissioned by the Chamber and done by the Kem C. Gardner Policy Institute. Housing costs have skyrocketed to the point that the Wasatch Front is one of the highest cost housing areas in the country. Probably the most interesting thing Abby reported was that we are 250 thousand housing units short of meeting the housing needs now, and continue to fall behind. There was a discussion on educating people on this issue. Another strategy they are employing is to educate young people looking for employment the need for workers in housing.
4. After these two issues there was only about 7 or 8 minutes left and Leagues staff quickly went through the following without much substance.
 - a. Land Use Task Force update
 - b. Update on water study groups
 - c. Law enforcement Three Rs: Recruitment, Retention, and Retirement:
 - d. Wayfair decision and July special session. The Wayfair decision deals the case before the US Supreme court dealing with charging sales tax on internet sales which is due out before the end of the month. Roger Tew expects this decision will not have a great impact because many of the internet sales giants have already signed an agreement to pay sales tax. The legislature will be meeting in July in special session to deal with that and tax changes that are needed as a result of Federal tax reform.

- e. Small cell deployment.
- f. Inland Port legislation.
- g. SB 136 has yet to receive the needed support in Salt Lake County. Either West Valley or West Jordan need to approve it to meet the counties criteria. West Jordan is meeting in a special session on Thursday to consider it and West Valley does not even have it on their agenda for their Thursday meeting (that may change).
- h. Medical Marijuana initiative

City Recorder:

June 26-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

Amended Budget for 2017-2018 Fiscal Year

REPORTS

6.0 STANDING MONTHLY REPORTS

6.1 Monthly Financial Report – Assistant City Manager, Mr. Bryce Haderlie

(Assistant City Manager, Mr. Bryce Haderlie will report the city finances for June 2018)

6.2 Unified Fire Report – Assistant Chief Mike Watson

(Report by Assistant Fire Chief Watson on medical and fire calls responded by Cottonwood Heights' stations during the month of June 2018; as well as other informational items from UFA.)

ACTION ITEMS

CONSENT CALENDAR

WORK SESSION

Review of Business Meeting Agenda

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

City Council and Staff Reports

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at www.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

6:00 pm Special Reports

a. Review of Business Meeting

b. Big Cottonwood Marathon – Jeremy Rohatinsky w/ Brooksee and Paul Brenneman

c. (not confirmed) Carrie Butler - Action Utah - resolution on economic and environmental stewardship.

d. Discussion on city's twitter policies.

e. (not confirmed) Utopia

Review of Calendars and Upcoming Events

Closed Meeting

July 10-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

REPORTS

3.0 STANDING MONTHLY REPORTS

3.1 Police Report – Police Lieutenant Dan Bartlett

(Review of the Police Department statistics for the month of June 2018.)

3.2 Public Works Report – Public Works Director Matt Shipp

(Presentation of the monthly public works report detailing the status of various public works and capital projects throughout the City.)

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6:00 pm Special Reports

a. Review of Business Meeting

b. Ombudsman Brent Bateman - Office of the Property Rights Ombudsman

(East bench trails and how we go about declaring them a public trail.)

Review of Calendars and Upcoming Events

Closed Meeting

July 17-2018

WORK SESSION

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6:00 pm Special Reports

a. Discussion on our review standards for geotechnical analysis on site plans.

Review of Calendars and Upcoming Events

Closed Meeting

Public Relations:

1. Completed compilation of main content for July Newsletter and delivered it to design team. There were several late entries, causing a delay that will force the process to speed up in the next week. Complicating matters is the addition of the 8-page BVDays insert, which is also missing a few entries due to sponsorships delaying delivery of their ad space content. We will have to work extra fast to get the newsletter and BVDays program ready in time for the first of July. Will have a working proof available for June 19 CC Meeting.
2. Spent a considerable amount of time designing, editing and formatting the FY 2018-19 Budget Book (for print and download) under the direction of Bryce Haderlie, Dave Muir Council member Shelton and Council Member Bruce. We are looking at ways to expedite this part of the process for next year's budget activities. Also spent a lot of time posting the booklet to several pages on the website and social media channels to ensure that the latest draft was always available to the public.
3. Photographed various events and activities around the city for promotion and educational purposes, including road construction updates.
4. Updated the road construction information on the website for 2700 East and submitted status updates on social media.

Admin Services & Finance:

1. Finance staff spent the week preparing a Proposed Budget Book draft and submitted it to the Council and public on Friday, June 15th for review.
2. Final preparations are underway for Butlerville Days that takes place on July 23-24.
3. Cast is rehearsing for the play "Big" that will run July 27, 28, 30, Aug 2, 3, 4,

Canyon Centre photos



Information Technology:

- All city cell phones have successfully been converted from ATT to Verizon, saving approximately \$600 per month

- We performed a final review of our office 365 email server conversion prior to signing the contract, and our vendor helped us negotiate an additional \$3000 per year discount with Microsoft.
- We have performed an audit of our servers and network, and made changes to improve efficiencies, and reduce the number of necessary servers.
- We worked with an audio specialist to review the audio quality in the council work room and chambers and will begin testing possible solutions for the council meeting broadcasts.

Planning & Economic Development:

Public Meetings:

- A public hearing will be held on Wednesday, June 20th for the city's first PDD development application at 6784 S 1300 E
- The DRC met on June 13th to answer questions about potential development at 6561 S 2300 E.
- Notices were sent this week for an administrative hearing scheduled for June 25th.

Planning Project Timelines:

- Wasatch Boulevard Master Plan:
 - o Final draft completed by project consultant this week
 - o Tentative Planning Commission public hearing – July 2018
 - o Tentative Council Consideration – August/September 2018
- Open Space Master Plan:
 - o Staff is preparing the final draft of the document (projected completion of draft – 1 month)
 - o Tentative Planning Commission public hearing – August 2018
 - o Tentative Council Consideration – September/October 2018
- Fort Union Land Use Analysis (properties east of 2700 east)
 - o Staff is aiming for an initial Council discussion in late July or early August 2018

Economic Development Projects:

- Staff has coordinated an upcoming meeting to discuss potential locations for food truck events in the city
- Staff is coordinating with Local First Utah to discuss the creation of a 'shop local' program in Cottonwood Heights

Employment Update:

- The Senior Planner position has been filled! We are excited to welcome Matthew Taylor to Cottonwood Heights. He will start with us full-time on June 28th.

Building Permits

- 16 Permits Issued (6/8 – 6/14)
 - o 3 new homes
 - o 6 over the counter
 - o 4 remodels
 - o 1 sign

- o 1 solar
- o 1 tenant improvement
 - 36 Permits Received (6/8 – 6/14)
- o 3 additions
- o 9 new homes
- o 15 over the counter
- o 4 remodels
- o 1 sign
- o 2 solar
- o 2 tenant improvements

Business Licensing:

- 29 Business License Renewals
- 3 New Business License Accepted
- 3 New Business License Completed
- 2 Address/Owner/Business Info Updates

Business Events:

- Thanks for everyone's help with the CHBA Zombie Family Fun Ride. Thanks to Scott Bracken and the YCC for volunteering their time to help along the route.
- The CHBA held its second Cottonwood Connect networking event. The next Cottonwood Connect is scheduled for Aug. 8.
- The CHBA Women's Leadership Conference in August will be sponsored by the U of U Professional Development team. We're excited to partner with them!

Emergency Management:

Reviewing recently issued Performance Indicators from FEMA for demonstration of NIMS implementation within the city.

Public Works:

The milling (grinding off the asphalt) of the road has begun on 2700 East. As you can see this is a big project that will cause significant delays. There are other alternatives and those signs have been posted. As a reminder to what we have discussed, there will also be full closures on 2700 East as this project continues. We decided on the full closures for this project to limit cost and also to get this completed as quickly as possible. It will be inconvenient and you will probably get calls from concerned residents; when that happens, please direct them to Mike Allen, construction manager for this project.

(A PDF project schedule is attached to this report)



City Engineer:

- We have been working on reviewing the Cottonwood Heights Pavement Management Plan and are working with Public Works to prepare paving recommendations for 2018 – 2019 and 2019 -2020
- The start time for the chip seal project on Fort Union Blvd has been delayed for a couple days due to a calibration issue with chip seal equipment.
- We are coordinating with the property owner for the ROW acquisition needed for the Roundabout Project. We are close to presenting the LDS church with a final purchase agreement for them to sign.

UFA:

- Bryce and I have scheduled a meeting with Dave Schoeneck on June 18 at 2pm to review Battalion Chief Pilgrim's Hazard Assessment document regarding Security National's property at the cemetery and to give him an update on the mitigation work that has been completed.
- The Safety Article has been submitted and will address fireworks information and safety tips.

Police:

Police conducted active shooter training at Butler Elementary School with the help of the you Youth City Council. Great success, we'll be there again next Friday.

The PD presented the OICI packet to the DA office for review.

UFA report some homeless people camping just up the canyon fro Mineshaft Dr. contact was made and two people were advised they could not camp in that area.

Caller reported some appeared to the hallucinating behind the old Wingers. A male with felony warrants, weed and a handgun was located and arrested. He was booked on charges but the jail said they were overcrowded and would not be accepting felony warrants issued out of the county

City Council:

Mayor Peterson:

The following represents a few meetings and/or events I attended this past week for which you may have some interest:

- 1.) The Salt Lake County Cultural Arts Facility Support Program met to prioritize capital requests to be submitted to Mayor McAdams for possible future TRCC funding. There was nothing submitted within Cottonwood Heights.
- 2.) The Neighborhood Watch Party was held last week with great attendance from residence along with our police.
- 3.) United Fire Authority held its monthly meeting which included a public hearing regarding the next fiscal year's budget.
- 4.) Cottonwood Heights Recreation Center hosted a ribbon cutting for its new outdoor high adventure pool. This facility is funded with \$2,000,000 from the Zoo, Arts, and Parks Program.
- 5.) This past week's agenda planning meeting was held to schedule future topics that have been requested by the Council. Some of the upcoming agenda items include the Cottonwood Heights tweeter policy, property rights ombudsman, Action Utah regarding sustainability, live streaming of council meetings, Big Cottonwood Canyon Marathon, etc.
- 6.) Topics regarding open space and the Parks, Trails, and Open Space Committee have been an ongoing discussion during the week.
7. In the previous week, Mike Johnson, Tali and myself met with two residents over concerns of the lack of plantings at the Cottonwood Corporate Center Trail as it runs behind Palma Way.

If anyone would like more detail on any of these meetings or events, please let me know and I'll gladly provide you more detail.

Tali Bruce:

- Mosquito Abatement met, I have a quick handout for the council.
- I've had further discussions with Engineers about our earthquake vulnerabilities and grabens, within the city. I have a quick hand out. I propose that we revise our city ordinances regarding such.
- Myself and Mayor Peterson met with Carrie Butler, of Action Utah, and she has a first draft on a potential Environmental Stewardship Revolution for our review.
- Met with Mike Johnson and Peri and service group that organizes food trucks. Mike is looking at logistics. This will be great.

Addenda: (2700 East Project Schedule)

